

15 December 1978

Executive Registry

78-2661/15

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MEMORANDUM FOR: Deputy Director for Administration
Director, National Foreign Assessment Center <
Deputy Director for Operations
Deputy Director for Science and Technology
Chairman, E Career Service

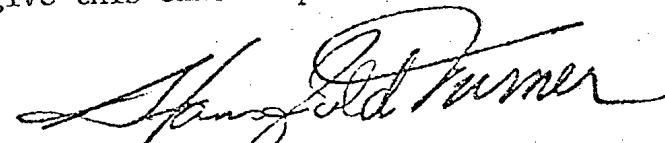
FROM : Director of Central Intelligence

SUBJECT : Employment of Women at Grades GS-11 and Above

1. The employment of women at grades GS-11 and above is a very key element in our overall female recruitment effort. I am aware that the Agency, by the nature of the requirements of many of its disciplines, does not hire large numbers of employees in the higher grades, that the pool of female candidates in the scientific and engineering fields is limited, and that competition is intense. Nevertheless, I believe we should make a more aggressive effort to improve our position in this regard.

2. I ask, therefore, that you review your external requirements involving middle- and upper-level positions. Then discuss with your people any special sources and contacts that may be tapped to provide female applicants to fill them. Forward this information to the Director of Personnel, who will immediately send it to our recruiters.

3. It is my hope that we can substantially increase the number of our female employees in senior- and middle-level positions as rapidly as possible. Recruiting a portion of them directly from the outside is essential. I ask that each of you give this effort special attention.


STANSFIELD TURNER